

TO: Members of the Stafford County Community Policy and Management Team

FROM: Donna Krauss
Assistant to the County Administrator
For Human Services

DATE: June 13, 2013

RE: Minutes from the May 20, 2013 meeting
Notice of the June 17, 2013 meeting

Enclosed please find the minutes from our last CPMT meeting. If there are any questions, changes, or comments, please call me at 658-4622.

Our next meeting is scheduled for June 17, 2013 at 2:00 p.m. in the ABC Conference Room.

Thank you.

County of Stafford Community Policy and Management Team
ABC Conference Room- Stafford County Government Center
Minutes May 20, 2013- 2:00 pm

Call to order- The meeting of the Stafford CPMT was called to order at 2:30 pm.

- Present were Mr. William Tignor (parent representative), Mr. Michael Muse (Stafford DSS), Ms. Julia Dorsey for Ms. Jean Johnson (Health Department), Mr. Ronald Lynch for Mr. Vince Butaitis (CSU), Mr. Ronald Branscome (RACSB-Chairman), Ms. Susan Clark (Stafford County Public Schools), and Mr. Robert Thomas (Board of Supervisors)
- Others: Ms. Donna Krauss (Assistant to the County Administrator for Human Services), Ms. Stephanie Beamer (Coordinator for Human Services), and Mr. Anthony Romanello (County Administrator and CSA Fiscal Agent)
- Absent: Ms. Debe Fults (disAbility Resource Center)

1. Approval of the Minutes- The minutes to the April 15, 2013 CPMT meeting was reviewed by the CPMT members. A motion was made to approve the minutes, seconded, and approved. The secretary was authorized to sign. 7 yes 0 no vote
2. Public Comment – No requests for public comment
3. Closed Meeting- The Chairman called for a motion to convene in closed meeting pursuant to Virginia Code §2.2-3711 A (15) to discuss medical records excluded from 2.2-3711 pursuant to subdivision of 1 of 2.2-3705.5. Mr. Michael muse offered a motion to convene in closed session, Ms. Sue Clark Seconded and all agreed.
 - 1A- past due accounts- submitted to state OCS
 - 2B- past due accounts- case under \$500
 - 3C- past due accounts- cases over \$500

Certification of Closed Meeting, a call for certification from all members that, to the best of their knowledge, the CPMT discussed only matters lawfully exempted from statutory open meeting requirements; and only public business matters identified in the motion to convene the closed meeting.

Roll call vote 7 ayes

4. Action on funding requests-
 - 1A- CPMT approved HSO recommendation to write off past due accounts. 7 yes 0 no
 - 2B- CPMT approved HSO recommendation to write off past due accounts under \$500. 7 yes 0 no
 - 3C- CPMT deferred action- request for more information about NCO financial systems
5. CSA Program financial report/ Ms. Donna Krauss
6. Supplemental Foster Care Expenditures and Notification of Payments-
 - Mr. Michael Muse presented the expenditures and payment notifications for April 2013. A motion was made to approve the expenditures and notification of payments, seconded, and approved. 7 yes 0 no vote

7. CPMT old business-

- Ms. Donna Krauss presented an update on the self-assessment strategy for the OCS Audit. Human Services staff will create a timeline, training, and information to bring back to the Team at a later meeting.
- Mr. Bob Thomas provided the Team with an update on the Board of Supervisor's decision regarding funding for private day schools in context to the FY 2014 CSA program budget. The Board recommended a 2:2 committee be formed with representatives from the Board of Supervisors and the School Board to examine the rising costs of private day school programs and ascertain what options are available as next steps. This work will be done by December 31, 2013 to provide ample opportunity to include a recommendation within the FY 2015 proposed budget.

8. CPMT new business-

- No new business

9. Other business-

- No other business.

10. Adjournment- As there was no other business the Team agreed to meet on June 17, 2013.

Ms. Donna S. Krauss
Assistant to the County Administrator
For Human Services

Date

Mr. Michael Muse
Secretary

Date